



CITIZENS' WATER ADVISORY COMMITTEE (CWAC)

Wednesday, March 2, 2016, 7:00 a.m.
Director's Conference Room
Tucson Water, 3rd Floor
310 W. Alameda Street, Tucson, Arizona

Summary Minutes

1. Roll Call:

The meeting was called to order by CWAC Chair Brian Wong at 7:00 a.m. Those present and absent were:

Present:

Brian Wong	Chairperson, Representative, City Manager
Mark Murphy	Representative, Mayor
Catlow Shippek	Representative, City Manager
Mark Taylor	Representative, City Manager
Placido dos Santos	Representative, City Manager
Chuck Freitas	Representative, City Manager
Mitch Basefsky	Representative, City Manager
Ryan Lee	Representative, Ward 1
Michelle Crow	Representative, Ward 2
Bruce Billings	Representative, Ward 3
George White	Representative, Ward 4
Mark Lewis	Vice Chair, Representative, Ward 5
Kelly Lee	Representative, Ward 6 (arrived after roll call)
Timothy Thomure	Tucson Water, Director, Ex-Officio Member
Jackson Jenkins	Pima County Regional Wastewater Reclamation Department Director, Ex-Officio Member

Absent:

Mark Stratton	Representative, City Manager
Jean McLain	Representative, City Manager

Tucson Water Staff Present:

Scott Clark	Deputy Director
Jeff Biggs	Water Administrator
Melodee Loyer	Water Administrator
Andrew Greenhill	Intergovernmental Affairs Manager
Fernando Molina	Water Program Superintendent
Daniel Ransom	Water Conservation Supervisor
Johanna Hernandez	Staff Assistant
Kris LaFleur	Staff Assistant
Beth Kleiman	Hydrology Intern

Others Present:

Chris Avery	City of Tucson, Attorney's Office
Amy Stabler	City of Tucson, Ward 6
Susan Spiess	City of Tucson, Central Accounting-Finance
Michael Block	Metro Water
Betsy Wilkening	Arizona Project Wet
Mark Day	Citizen

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2. **Announcements** – No action taken.

3. **Call to Audience** – No action taken.

4. **Review of February 3, 2016 Legal Action Report and Meeting Minutes** – Committee Member Freitas motioned to approve the Meeting Minutes of February 3, 2016. Member Billings seconded. Motion passed unanimously by a voice-vote of 10-0.

Member Kelly Lee arrived at 7:01 a.m.

5. **Director's Report** –

a. **Mayor and Council Items** – On March 8th, Mayor and Council will consider an Intergovernmental Agreement with Pima County for water facilities related to World View, also known as Project Curvature. On April 5th, Mayor and Council will consider Tucson Water's Financial Plan and proposed rate structure.

b. **Department Updates** – Tucson Water currently has just over 50 vacancies, a number of active recruitments, and 9 pending new hires. The Utility is coordinating filling its vacancies with the City.

c. **Informational Items** – The City Executive Leadership Team is meeting frequently to discuss the general fund and address the structural imbalance of that budget. Those meetings have been productive and will continue.

The Utility debt refunding process is going well. Bond ratings are due next week, which could result in about \$8 million cumulative savings.

Staff continues to work with Ward offices to improve Tucson Water's conservation and rainwater rebate programs.

CWAC will be copied on biweekly staff emails regarding department activities. Recently, this email reflected that in 2015, for the first time, Tucson Water pumped zero groundwater due to the use of renewable resources.

The main at 22nd and Alvernon was being tested for scheduled for repairs when it broke. The water is currently being diverted to a pond that feeds the Dell Urich golf course. The Utility is considering repair/replacement of the current pipe or abandoning the pipe and laying a parallel pipe. There are no service interruptions as a result of this break.

Staff will provide some form of analysis of the vacancies that addresses the skill levels of the frequently vacant positions.

6. **Subcommittee Reports** –

Technical, Policy, and Planning Subcommittee – Subcommittee Chair Murphy reported that the TPP received a staff presentation on prevention and contamination of water and problems related to the Flint Michigan incident (lead and the Tucson Water system).

Finance Subcommittee – Subcommittee Chair Billings reported that the Subcommittee is meeting today to discuss rates and cost of service.

Conservation and Education Subcommittee – Subcommittee Chair Shipek reported that the Subcommittee received presentation from CHRPA, a contractor for the conservation fund. They also reviewed the mid-year report. Coming up the members will consider the Subcommittee's mission, strategies, and new program ideas.

Bill Redesign Ad-Hoc – Subcommittee Chair Freitas reported that the staff recently completed multiple focus groups on the redesign of the statement. A meeting will be scheduled to review the results.

Member Ryan Lee arrived at 7:12 a.m.

RWRAC Update – Member Taylor reported that RWRAC discussed debt coverage ratios and the overall financial status of the organization. They will be meeting today to discuss the financial plan and rates. Additionally, the Committee is discussing the needed capital investments in the Mt. Lemon and fairgrounds

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wastewater treatment plants, associated costs, and possible differential rates. The Committee also updated the rate ordinance, making minor changes. The Committee expects to discuss the use of effluent north of the plant in the future.

7. **Subcommittee Appointments** – Member Crow has requested to be appointed to the Conservation and Education Subcommittee. Member Billings motioned for Member Crow's appointment to Conservation and Education. Member Shipek seconded. There was brief discussion related to Subcommittee openings and appointments. Motion passed unanimously by a voice-vote of 13-0.

Member Crow arrived at 7:15 a.m.

8. **Avra Valley Glyphosate Communications Plan** – Tucson Water staff member Johanna Hernandez conveyed the Utility's plan for communication with the community regarding the use of glyphosate in the Avra Valley area. Staff has not been able to reach Mr. Albert Lannon, the citizen requesting additional communication, but has developed a plan. A written notice will be posted reflecting general timeframes for treatment of buffelgrass, including mowing and spraying of glyphosate; the areas to be sprayed with glyphosate will be physically flagged prior to spraying and; the Utility will coordinate with the residents to establish a point of contact from the community for day of notification. Additionally, the general notice will be posted on-line with a number to contact with questions and an automated call will be considered if community requests for notification merit such action.
9. **Consideration of CWAC Letter re M&C Policy Alignment with Financial Plan** – Chairperson Wong led discussion regarding the edits to the letter, and noted that inclusion of specific language regarding County residents and Tucson Water funding of relocation of infrastructure still needed to be determined. Member Freitas provided members with a packet of background information for their reference. Chairperson Wong requested clarification from staff regarding funding of relocation of infrastructure. Assistant City Attorney Chris Avery clarified that, since a 1979 IGA, Tucson Water and Pima County have split water relocation costs in the County right-of-way 50-50. Prior to 2003, costs for relocation in the City were also split 50-50; however, a 2003 Memorandum assigned 100% of costs for any relocation inside the City to Tucson Water. Member Murphy confirmed that any objections that the City Attorney's office voiced over previous iterations of the letter have been addressed. Members discussed whether the letter should include general policy inconsistencies and policy revisions, or only specifically address the specific issues currently in the letter. Member Billings motioned for acceptance and distribution of the letter, as revised. Member Taylor seconded. Motion passed unanimously by a voice-vote of 13-0.
10. **Consideration of Formation of CWAC By-Laws** – Chairperson Wong introduced the topic for discussion to the Committee. Member Lewis expressed the reasoning behind his push for the Committee to adopt more formal and detailed by-laws than the rules and regulations they currently operate under. Members discussed if the Committee needs such by-laws and discussed the specific issues noted by Member Lewis. Member Lewis motioned for formation of an Ad-Hoc Subcommittee to review, with the intent to enhance/improve, the Committee's rules, regulations and/or by-laws. The motion failed for lack of a second.
11. **Future Meetings/Agenda Items** – Member Lewis motioned to agendaized a discussion regarding the amount of time spent on presentations versus the amount of time spent on discussions. Member Freitas seconded. Members discussed the need for such a discussion. Motion failed by a voice-vote of 4-7-2, with Members Kelly Lee, Basefsky, Freitas, and Lewis voting for the motion and Members Ryan Lee and Crow abstaining. See projected agenda for additional details.
12. **Adjournment** – Meeting was adjourned at 8:02 a.m.

Approved 3/23/16